



Illinois Department of Revenue

Informational Bulletin

Brian Hamer
Director of Revenue

Motor Fuel Tax and Underground Storage Tank/Environmental Impact Fee Changes

To: All paper schedule filers and blenders of motor fuel and other fuels

For information or forms . . .

- Call us at:
1 800 732-8866 or
217 782-2291
- Call our TDD
(telecommunications device
for the deaf) at:
1 800 544-5304
- Write us at:
Motor Fuel
Compliance Review and
Licensing Section
Illinois Department of Revenue
P.O. Box 19477
Springfield, IL 62794-9477
- Visit our web site at:
tax.illinois.gov
- Call our 24-hour
Forms Order Line at:
1 800 356-6302

This bulletin is written to inform you of recent changes; it does not replace statutes, rules and regulations, or court decisions.

This bulletin summarizes changes to the filing requirements for Motor Fuel Tax (MFT) and Underground Storage Tank/Environmental Impact Fee (UST/EIF) schedules. Changes include:

- the elimination of all exceptions to the magnetic media filing requirement. All previously exempt filers are now required to use magnetic media when filing schedules beginning with returns due on and after July 1, 2008, and
- the list of schedules that must be filed using magnetic media has been expanded to include the Schedule M — Gasoline, MFT, UST, and EIF Products Used for Blending, and Schedule M — Special Fuel, MFT, UST, and EIF Products Used for Blending.

For returns due on and after July 1, 2008, all licensed blenders filing a Schedule M — Gasoline and or a Schedule M — Special Fuel, must file using magnetic media. We have also approved the use of Compact Discs (CD's) for submitting your magnetic media.

Do I send my magnetic media with my return?

No. Returns will continue to be mailed to:
ILLINOIS DEPARTMENT OF REVENUE
MOTOR FUEL TAX
PO BOX 19019
SPRINGFIELD, IL 62794-9019

All magnetic media must be mailed in protective envelopes and continue to be mailed to:

ILLINOIS DEPARTMENT OF REVENUE
MOTOR FUEL TAX
PO BOX 19477
SPRINGFIELD, IL 62794-9477

The due dates for filing supporting schedule data using magnetic media are the same as for filing returns.

Will the department supply software or diskettes?

No. A copy of the department's standards for Schedule M — Gasoline and Schedule M — Special Fuel is enclosed with this bulletin. If you require a complete set showing the standards for all schedules, you may contact us at the telephone number listed on this bulletin.



Test copies of all schedules that have not previously been approved for magnetic media must be submitted for department approval. We will begin accepting test disks immediately. Once your magnetic media has been approved, you must file both department printed schedules and your magnetic media for two consecutive months.

How do I file my schedule information?

Supporting schedule data must be submitted on a CD, 3 1/2" diskette, or mainframe cartridge only. All media must be IBM or IBM compatible. You may no longer use 5 1/4 inch floppy disc or 9 1/2 inch magnetic tape.

Which schedules am I required to file using magnetic media?

Schedule A, DA, SA, LA, M(gas), M(special fuel), GAI, E, SE, LE, B, DB, SB, LB, C, DC, SC, LC, D, SD, DD, DD-I, and LD must be submitted on magnetic media. Amended schedules must be filed on department forms or department approved computer generated forms.

Which schedules cannot be filed using magnetic media?

Schedules F, J, and amended schedules must still be filed using department printed schedules or department approved computer generated schedules.

What is the first reporting period that must be filed using magnetic media for Schedule "M" data?

Returns due on and after July 1, 2008, must be filed using magnetic media for Schedule M — Gasoline and or Schedule M — Special Fuel.

Are there any exceptions to using magnetic media?

No. Every licensed Distributor, Supplier and Receiver is required to submit schedule information via magnetic media.

Questions?

If you have questions or need more information, please call or write our Motor Fuel Compliance Review and Licensing Section. Our telephone and address are printed on this bulletin.